

CONFIDENTIAL

ODP-82-7364

27 MAY 1982

MEMORANDUM FOR: Deputy Director for Administration

FROM: Bruce T. Johnson
Director of Data Processing Director of Training and Education

25X1

SUBJECT: Move of Office of Data Processing (ODP) Training
to Chamber of Commerce (CofC) Building

1. Discussions between ODP and OTE representatives over the past three weeks have focused on moving all of ODP training out of their current facilities and into CofC as smoothly as possible. Details of classroom schedules and frequency of course offerings have suggested from the beginning that by moving Information Science Center courses that use the PDP 11/45 (Intelligence Community courses generally) into other classrooms and by moving ODP courses into the resulting available time, most of the ODP training scheduled between now and 1 October can be accommodated. Additional VM lines should make it possible to accommodate all of it. Office space is now available in CofC (Rooms 632 and 634), and ODP training personnel plus equipment to include ten (four 7260's and six 5000 series) computer terminals will move during the first week of June. The first course running in CofC will be Fundamentals of VM from 9 - 11 June.

2. A point of concern to both ODP and OTE throughout our discussions has been the need for additional classroom space in the relatively near future. Although we have a fit now, the expected increase in acquisition of Delta Data terminals and word-processors throughout the Agency in the months ahead plus the training requirements of specific systems such as CAMS2 and some form of SAFE suggest that we will need at least one additional classroom, perhaps two, probably in FY83, almost certainly by the first quarter of FY84. That additional space is not available in CofC currently. Planning for that additional space needs to be addressed now.

25X1

3. A second point of concern centers around the difference between user training and training for ODP professionals. OTE is most concerned and best equipped in terms of experience to deal with the former while ODP is obviously most concerned with the latter. We both agree that separate course runnings for the two categories has the potential for improved quality of training for both groups.

25X1

CONFIDENTIAL

CONFIDENTIAL

SUBJECT: Move of Office of Data Processing (ODP) Training
to Chamber of Commerce (CofC) Building

4. Based on these two factors, the requirement for additional classroom space and the desirability of providing quality training for both the user and ODP professional, we jointly recommend that at least one classroom equipped with computer terminals be provided for in the Credit Union building. It is our understanding this space could be available for use by approximately 1 January 1983. The time between 7 June 1982 and 1 January 1983 will be used to revise courses, to establish separate prerequisites for users and for ODP professionals as appropriate, and to prepare course schedules. The plan would be to conduct training for ODP professionals in the Credit Union building as soon as classroom space is available.

5. The allocation of resources currently belonging to ODP Training has been a point of considerable discussion. It is agreed that the training contract with [redacted] will be transferred to OTE effective 1 October 1982. OTE will become the contract monitor as of that date; however, funding will be provided through FY 84 at an equivalent of four contractor work years by ODP. One instructor position, BG 011 - GS-13, will be transferred to OTE as soon as possible. The position will be filled by an ODP careerist on a rotational basis. The other two staff positions in ODP training, BG 010 and 12 - GS-14 and GS-12 respectively, will remain with ODP.

25X1

25X1

/s/ Bruce T. Johnson
Bruce T. Johnson

C/TID/ODP [redacted] 26 May 82

25X1

Distribution:

Orig & 1 - Adse
1 - D/ODP
1 - D/OTE ✓
2 - ODP Registry
1 - TID Chrono

CONFIDENTIAL